



City of New Prague Economic Development Authority

MEETING MINUTES

Wednesday, March 11, 2020, 7:30 a.m.

First Floor Conference Room, City Hall

1. The meeting was called to order at 7:30 a.m. by President Brent Quast up in the First Floor Conference Room at the City Hall with the following members present: Brent Quast, Eric Krogman, Troy Pint, Nick Slavik, and Bruce Wolf.
Absent: Chuck Nickolay and Pete Sletten
City Staff Present: City Administrator Mike Johnson
Others Present: Jo Foust, First Stop Shop
2. Minutes/Financials:
 - A. It was moved by Wolf, seconded by Slavik to approve the January 8, 2020 and no February 12, 2020 (lack of a quorum) meeting minutes. All voted in favor. Motion carried. (5-0)
 - B. Claims for February and March 2020 – There was one claim for February at \$295.00 and there were three claims for March at \$200.94. It was moved by Pint, seconded by Slavik to approve both the February and March claims for a total \$495.94. All voted in favor, motion carried. (5-0).
 - C. The Financial Report for January 2020 including the Income Statements and Balance Sheets were reviewed and accepted.
3. City Administrator Johnson stated that there were no reports for the Small Cities Projects (SCDP) for March:
 - A. 2016 – Commercial Rehab in Downtown
 - B. 2017 – Commercial Rehab, Single Family Rehab & Residential Rental Rehab

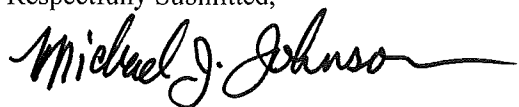
Postcards were sent out to all property owners in the Target Area as a last attempt to solicit applicants for the SCDP Program. Calls and emails were received by the SWMHP. However, of the 14 contacts received, 2 of the rental owner inquiries had tenants who were over-income and on the owner-occupied units, 8 were over-income. 2 indicated that they would be looking at getting application packets. One caller wanted a roof on his detached garage which was not an allowable expenditure. It was reported that one of the major issues with the SCDP program is that if a home has two adults working full-time jobs, it is very difficult to meet the lower income requirements of this program.

4. Discussion on Business Retention and Expansion (BR&E) Contacts – Eric Krogman reported on the visit to Edward D. Jones on March 10, 2020. There was discussion on the potential need for repainting the mural on the west side of Josh Miller’s building. Funding has been available under the SMIF Program. The Chamber has been involved in some of the building painting projects. Nick Slavik offered assistance in finding painters for the project.

There was also discussion about needing to go back and start meeting with some of the original BR&E visits going back to 2019. Contact should maybe be made with Chart, Inc.
5. Chamber/EDA Marketing Committee for 2020 Project Update – Bruce Wolf and Brent Quast both reported on the progress meetings being held with the Joint Chamber / EDA Marketing Committee. The Committee has selected Kendra Rasmusson to assist with website development of “Navigate New Prague”, posters and promo materials.
6. Ken Ondich, Planning & Community Development Director presented the EDA with the following three reports:
 - A. Summary of 2019 Growth Statistics
 - B. Annual Commercial Building Audit – 2020
 - C. 2020 Lot Inventory: Commercial, Industrial and Residential

7. The February and March 2020 EDA Business Updates from Director Ondich were reviewed. Mr. Ondich also did an overview on local permit costs for a single family home. He talked about legislation on infrastructure fees for streets and the group talked about the teleconference that was held with reps from the Miller Milling Company. The property is listed for \$1.75 million and Kubes Realty is the realtor of record.
8. Executive Director's Report – City Administrator Johnson – Nothing additional
9. Miscellaneous – Commission Member Nick Slavik indicated that he will likely be moving out of the City in the near future. As such, he may likely need to resign his seat on the Board. He would like to stay on, but City Ordinance requires Board/Commission members to be residents of the City. He doesn't agree with the Ordinance, but there isn't anything he can do about it.
10. Adjournment - There being no additional business, it was the consensus of the Board to adjourn at approximately 8:55 a.m.

Respectfully Submitted,

A handwritten signature in black ink that reads "Michael J. Johnson". The signature is written in a cursive style with a long, sweeping underline that extends to the right.

Michael J. Johnson
City Administrator/EDA Executive Director